

296 - TRANSPORTATION INTERNAL SERVICE FUND

Operational Summary

Description:

The mission of the Transportation ISF is to provide high quality vehicle maintenance and transportation services to County user departments in a timely and cost efficient manner.

Strategic Goals:

- Support County agencies and operations by operating and maintaining the vehicle fleet.
- Develop a Green Fleet plan/program which includes the acquisition of alternative fuel vehicles and construction of fueling facilities.
- Relocate repair shop operations and assess potential for consolidation.

Key Outcome Indicators:

Performance Measure	2004 Business Plan	2005 Business Plan	How are we doing?
	Results	Target	
PERFORMANCE INDICATOR FOR TISF: QUANTITATIVE SUPPORT TO COUNTY AGENCIES & OPERATIONS. What: Average percentage of time fleet vehicles are available for use by agencies and departments. Why: Indicates quantitative support to County agencies by operating & maintaining the vehicle fleet.	96.4%	A 95% average of time fleet vehicles will be available for use by agencies and departments.	Exceeding target.
PERFORMANCE INDICATOR FOR TISF: EFFICIENCY OF SUPPORT TO COUNTY AGENCIES & OPERATIONS. What: Total annual cost of the light duty fleet divided by the total miles of light duty fleet use. Why: Indicates efficiency of support to County agencies by operating and maintaining the vehicle fleet.	\$0.26	\$0.47	Exceeding target.
PERFORMANCE INDICATOR FOR TISF: CUSTOMER SATISFACTION WITH SUPPORT TO COUNTY AGENCIES & OPERATIONS What: Percentage of fleet users rating the quality of the vehicle fleet & service provided as good. Why: Indicates customer satisfaction with support to County agencies by operating the vehicle fleet.	95%	Business plan target of 95%.	On target.

296 - Transportation Internal Service Fund

Operation of Internal Service Fund Operational Statement for the Fiscal Year 2005-2006

		FY 2003-2004	FY 2004-2005	FY 2005-2006	FY 2005-2006
Operating Detail		Actual	Actual	Proposed Budget	Final Budget
(1)		(2)	(3)	(4)	(5)
OPERATING INCOME					
7590	Other Charges for Services	15,045,792	17,204,603	17,227,628	17,227,628
Total Operating Income		15,045,792	17,204,603	17,227,628	17,227,628
OPERATING EXPENSES					
Salaries & Benefits					
0100	Salaries and Wages	24,158	(14,175)	0	0
0101	Regular Salaries	4,227,365	4,233,614	4,231,704	4,231,704
0102	Extra Help	0	0	76,000	76,000
0103	Overtime	74,373	128,925	100,000	100,000
0104	Annual Leave Payoffs	46,297	36,095	102,618	102,618
0105	Vacation Payoff	1,489	23,351	52,501	52,501
0106	Sick Leave Payoff	10,087	32,191	190,000	190,000
0110	Performance Incentive Pay	53,073	13,913	4,774	4,774
0111	Other Pay	58,063	49,681	60,000	60,000
0200	Retirement	392,366	553,951	652,034	652,034
0301	Unemployment Insurance	6,931	(7,986)	6,323	6,323
0305	Salary Continuance Insurance	1,159	1,505	1,410	1,410
0306	Health Insurance	674,686	657,539	677,208	677,208
0308	Dental Insurance	2,152	2,771	2,736	2,736
0309	Life Insurance	382	614	576	576
0310	Accidental Death and Dismemberment Insurance	71	109	108	108
0319	Other Insurance	49,272	47,124	48,420	48,420
0352	Workers Compensation - General	575,004	601,524	544,643	544,643
0401	Medicare	44,855	45,712	44,961	44,961
Total Salaries & Benefits		6,241,782	6,406,458	6,796,016	6,796,016
Services & Supplies					
0600	Clothing and Personal Supplies	18,842	25,002	24,915	24,915
0700	Communications	13,231	4,645	61,042	61,042
0701	Telephone/Telegraph - Interfund Transfer	38,754	47,061	0	0
0900	Food	17	0	0	0
1000	Household Expense	70,325	80,757	75,905	75,905
1001	Household Expense - Trash	4,998	10,993	9,396	9,396
1100	Insurance	199,048	178,409	202,910	202,910

Operation of Internal Service Fund Operational Statement for the Fiscal Year 2005-2006

		FY 2003-2004	FY 2004-2005	FY 2005-2006	FY 2005-2006
Operating Detail		Actual	Actual	Proposed Budget	Final Budget
(1)	(2)	(3)	(4)	(5)	
1300	Maintenance - Equipment	2,077,108	1,903,243	1,896,943	1,896,943
1301	Maintenance - Inventory Parts	464,945	595,511	580,000	580,000
1302	Parts Not Direct Billed To Customer	116,111	149,238	104,178	104,178
1400	Maintenance - Buildings and Improvements	122,970	148,436	100,000	100,000
1402	Minor Alterations and Improvements	43,103	56,963	45,000	45,000
1500	Medical, Dental and Laboratory Supplies	0	152	152	152
1600	Memberships	800	200	1,000	1,000
1700	Miscellaneous Expense	(12,148)	55,263	31	31
1800	Office Expense	47,038	47,826	55,000	55,000
1801	Duplicating Services (RDMD/ Reprographics)	7,701	1,669	6,000	6,000
1802	Periodicals and Journals	0	516	0	0
1803	Postage	382	1,281	400	400
1809	Minor Office Equipment to be Controlled	9,317	9,989	10,500	10,500
1900	Professional and Specialized Services	1,006,775	1,016,341	2,311,838	2,311,838
1901	Data Processing Services	18,924	15,888	19,059	19,059
1902	Photographic Microfilm Expense	0	483	483	483
1908	Temporary Help	51,053	1,055	0	0
1911	CWCAP Charges	389,895	641,929	482,840	482,840
2100	Rents and Leases - Equipment	80,287	44,647	99,626	99,626
2300	Small Tools and Instruments	23,534	26,505	121,600	121,600
2400	Special Departmental Expense	2,562,221	2,906,967	3,047,492	3,047,492
2405	Optional Benefit Plan	4,000	11,250	9,000	9,000
2600	Transportation and Travel - General	5,343	1,626	10,000	10,000
2601	Private Auto Mileage	205	1,289	1,000	1,000
2602	Garage Expense	171,499	193,887	200,000	200,000
2700	Transportation and Travel - Meetings/ Conferences	13,928	8,626	10,000	10,000
2801	Utilities - Purchased Electricity	111,219	100,010	140,000	140,000
2802	Utilities - Purchased Gas	19,384	18,368	35,000	35,000
2803	Utilities - Purchased Water	15,509	8,150	35,000	35,000
2890	Intra-Agency Services & Supplies Billing Offsets	(160,759)	(193,887)	(200,000)	(200,000)
Total Services & Supplies		7,535,559	8,120,287	9,496,310	9,496,310
Fixed Assets					
4000	Equipment	0	0	3,077,848	3,409,848
4200	Buildings and Improvements	0	0	1,233,487	1,233,487
Total Fixed Assets		0	0	4,311,335	4,645,335

Operation of Internal Service Fund Operational Statement for the Fiscal Year 2005-2006

		FY 2003-2004	FY 2004-2005	FY 2005-2006	FY 2005-2006
Operating Detail		Actual	Actual	Proposed Budget	Final Budget
(1)		(2)	(3)	(4)	(5)
Miscellaneous					
5300	Depreciation	3,077,138	3,078,706	0	0
	Total Miscellaneous	3,077,138	3,078,706	0	0
	Total Operating Expenses	16,854,479	17,605,451	20,603,661	20,935,661
	Net Operating Income (Loss)	(1,808,687)	(400,848)	(3,376,033)	(3,708,033)
NON-OPERATING REVENUE					
6610	Interest	63,893	135,117	94,958	94,958
6920	State - Construction	0	0	750,000	750,000
7110	Federal - Other	2,255	406	0	0
7470	Recording Fees	(81)	0	0	0
7662	Other Sales - Non-Taxable - Resale	4,978	0	0	0
7670	Miscellaneous Revenue	153,074	182,618	210,000	210,000
7680	Six-Month Expired (Outlawed) Checks	118	0	0	0
7852	Fixed Asset Sales - Non-Taxable - Resale	0	0	200,000	200,000
	Total Non-Operating Revenue	224,237	318,141	1,254,958	1,254,958
NON-OPERATING EXPENSES					
1912	Investment Administrative Fees	5,219	5,946	8,437	8,437
3700	Taxes and Assessments	22,511	7,790	8,000	8,000
5400	Loss or Gain on Disposition of Assets	77,680	18,869	175,000	175,000
	Total Non-Operating Expenses	105,410	32,605	191,437	191,437
	Net Non-Operating Income (Loss)	118,827	285,536	1,063,521	1,063,521
	Income (Loss) Before Contributions & Transfers	(1,689,860)	(115,312)	(2,312,512)	(2,644,512)
FIXED ASSET EXPENDITURES					
4000	Equipment Replacement*	2,086,108	2,824,533	2,882,135	2,882,135
	Equipment - Additional & Excess Replacement Cost Over Deprec.	179,189	399,504	195,713	527,713
4200	Buildings and Improvements				
	P700 SWPP - Civic Center Fueling & Car Wash	0	0	30,000	30,000
	P701 SWPP - S. County Transportation Repair Facility	0	2,957	23,250	23,250
	P702 SWPP - Fruit Street Fueling & Car Wash	0	0	30,000	30,000
	P703 Construct Centralized Office at C.C. Garage	0	0	200,000	200,000
	P704 Fac Mod-CCG-Air Ventilation	0	0	200,000	200,000
	P712 Fuel Tanks at Katella	1,061	0	0	0
	P720 Civic Center Garage Soil Remediation	58,626	0	0	0

Operation of Internal Service Fund Operational Statement for the Fiscal Year 2005-2006

Operating Detail	FY 2003-2004	FY 2004-2005	FY 2005-2006	FY 2005-2006
(1)	Actual	Actual	Proposed Budget	Final Budget
(2)	(3)	(4)	(5)	
P722 Shop Extension at Fruit Street Service Facili	0	165	0	0
P723 Fruit Street Garage Soil Remediation	24,074	977	237	237
P724 Expand South County Garage Capability	13,063	373,768	0	0
P725 Develop Countywide Alternative Fuel Capabilit	0	0	750,000	750,000
Total Buildings and Improvements	96,824	377,867	1,233,487	1,233,487
Total Fixed Asset Expenditures	2,362,121	3,601,904	4,311,335	4,643,335

STATEMENT OF CHANGES IN NET ASSETS - UNRESTRICTED				
Income (Loss) Before Contributions & Transfers	(1,689,860)	(115,312)	(2,312,512)	(2,644,512)
7805 Capital Contributions	571,839	0	0	0
7810 Interfund Transfers In - from Fund 100	179,189	399,504	195,713	527,713
7811 Interfund Transfers In - from Funds 101-199	8,497	0	200,000	200,000
Changes to Reserves - Encumbrance - (Inc)/Dec.	(1,091,037)	26,738	0	0
Changes to Reserves - Net Assets - Reserved (Inc)Dec./	350,652	174,061	0	0
Changes to Reserves - Net Assets, Invested in Capital Assets, Net of Related Debt (Inc)/Dec.	501,893	(186,145)	0	0
Changes to Reserves - Inventory of Material & Supplies - (Inc)/Dec	0	(118,828)	0	0
Changes to Reserves - Equipment Replacement - (Inc)/Dec.	0	(2,801,058)	(559,000)	(559,000)
Changes to Reserves - Fuel System Replacement - (Inc)/Dec.	0	0	(25,000)	(25,000)
Increase (Decrease) in Net Assets - Unrestricted	(1,168,828)	(2,621,040)	(2,500,799)	(2,500,799)
Net Assets - Unrestricted - Beginning of Year	5,499,101	4,330,273	2,500,799	2,500,799
Net Assets - Unrestricted - End of Year	4,330,273	1,709,233	0	0

*Note - Replacement equipment is financed by funds generated through depreciation expense. Additional equipment and excess replacement cost over depreciation are financed by contributions from the County General Fund.

Key Outcome Indicators: (Continued)

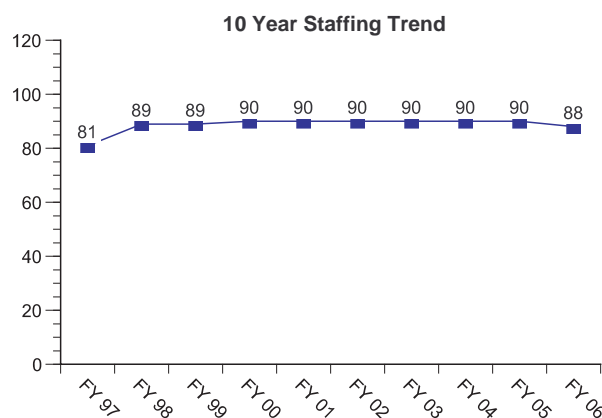
Performance Measure	2004 Business Plan	2005 Business Plan	How are we doing?
	Results	Target	
NUMBER OF VEHICLES IN THE COUNTY FLEET THAT USE ALTERNATE FUEL.	34 vehicles.	25 vehicles.	Exceeding target.
What: Number of alternate fuel vehicles in the fleet.			
Why: Indicates the increasing number of vehicles in the County fleet that use alternate fuel.			

FY 2004-05 Key Project Accomplishments:

- In 2004, TISF pool vehicles were reduced by 60 in an effort to eliminate vehicles with very low use.
- Transportation has completed an extensive review and refinement of existing TISF rates to appropriately reflect levels sufficient to fully recover cost of providing services. Rate revisions involved RDMD Transportation, RDMD Accounting, Auditor Controller, and RDMD Finance. The proposed revised FY 2005-06 rates were discussed among the CEO, Sheriff Department, and the Transportation Advisory Committee.
- TISF has established a multi-year depreciation replacement schedule by unit and agency level to better project and to manage future vehicle replacements. This will also serve as the basis to determine and project required contributions to TISF from user agencies on the excess cost of future vehicle replacements over collected depreciation revenues on retired vehicles.

Transportation ISF - Transportation ISF repairs and maintains County vehicles, operates pool vehicle fleet, operates body & paint shop, repairs motorized equipment, purchases new and replacement vehicles, and purchases automotive parts, supplies and contracted services.

Ten Year Staffing Trend:



Ten Year Staffing Trend Highlights:

- In FY 2005-06, two positions were transferred from TISF Fund 296 to Agency 080 Administration. The two positions were functioning as deputy purchasing agents for Transportation. The reassignment to RDMD Administration will allow the incumbents to perform purchasing duties for Transportation and other areas of RDMD that have transportation related activities, resulting in cost saving to Transportation Fund 296.

Budget Summary

Changes Included in the Base Budget:

In the FY 2005-06 budget a Fund Balance Reserve account 9832 is being established for Fuel Systems replacements. The Reserve account fund is the result of a 2 cent charge per gallon of fuel usage by customers.

Approved Budget Augmentations and Related Performance Results:

Unit Amount	Description	Performance Plan	Brass Ser.
PURCHASE 4 VEHICLES FOR PROBATION FACILITIES OPERATIONS - YOUTH LEADERSHIP ACADEMY Amount: \$ 120,000	Purchase 4 vehicles for 4 Fac Ops. mechanics to support Probation's YLA.	The vehicles are required to transport tools, equipment, ladders etc. in the course of duty.	2937

Approved Budget Augmentations and Related Performance Results: (Continued)

Unit Amount	Description	Performance Plan	Brass Ser.
ADDITIONAL SHERIFF VEHICLES FOR CONTRACT CITIES Amount: \$ 212,000	Purchase 8 vehicles for use by Sheriff-Coroner in various contract cities.	These vehicles are required to support additional deputies in the normal course of duty.	

Final Budget History:

Sources and Uses	FY 2003-2004	FY 2004-2005	FY 2004-2005	FY 2005-2006	Change from FY 2004-2005	
	Actual Exp/Rev	Budget As of 6/30/05	Actual Exp/Rev ⁽¹⁾ As of 6/30/05	Final Budget	Actual Amount	Percent
Total Positions	90	90	90	88	(2)	-2.22
Total Revenues	21,290,161	23,819,170	22,426,581	21,711,098	(715,483)	-3.19
Total Requirements	16,959,890	23,468,613	20,744,086	21,711,098	967,012	4.66
Balance	4,330,271	350,557	1,682,495	0	(1,682,495)	-100.00

(1) Amounts include prior year expenditure and exclude current year encumbrance. Therefore, the totals listed above may not match Total FY 2004-05 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: Transportation Internal Service Fund in the Appendix on page page 670

Highlights of Key Trends:

- TISF baseline budget request for FY 2005-06 includes \$21,379,098 total appropriations, which is \$1,492,267 less than FY 2004-05 Modified Budget. The decrease is

mainly due to the transfer of funds to establish a reserve account for Equipment Depreciation Replacements in the amount of \$3.1 Million in FY 2004-05.